

# BYLAWS OF THE Michigan Users Group

## ARTICLE I. NAME

The name of the organization shall be the Michigan Users Group.

## ARTICLE II. MEMBERSHIP

### Section 1. Membership Criteria

Membership is open to all libraries or organizations which are customers of SirsiDynix, Inc. in the state of Michigan.

### Section 2. Participation

Participation in MUG is voluntary and contingent upon the library or organization completing a membership application and paying annual dues. Dues will be decided by a vote of the membership at the Spring meeting.

### Section 3. Termination of Membership

Libraries or organizations will be considered to have terminated membership if annual dues are not paid by 31 December of any year.

## ARTICLE III. PURPOSE

### Section 1. Statement of purpose

The purpose of MUG shall be to advance the proficiency of members in the use of SirsiDynix, Inc. products, to promote the continued enhancement of those products, and to promote the development of new products.

### Section 2. Organizational Objectives

Objectives of MUG shall include but not be limited to:

- (a) To advance the knowledge and use of the products of "SirsiDynix, Inc.;"
- (b) To promote discussion of problems and concerns related to the use of SirsiDynix, Inc. products;
- (c) To advance those concerns to SirsiDynix, Inc., and to COSUGI (Customers of SirsiDynix Users Group Inc.), the national user's group;
- (d) To organize training sessions in the use of SirsiDynix, Inc. products.

- (e) To foster cooperation among SirsiDynix, Inc. users to enhance and expand the local, regional, and national utilities of the SirsiDynix, Inc. products.

Section 3. Pecuniary Interest

MUG is not organized for the pecuniary profit of its directors, officers, or members; nor may it issue stock nor declare nor distribute dividends, and no part of its net income shall inure to the benefit of any director, officer, or member. Any balance of money or assets after the full payment of corporate obligations of all and any kinds shall be devoted solely to the charitable, educational, and benevolent purposes of the corporation.

ARTICLE IV. OFFICERS

Section 1. Number, Title, and Term of Office

MUG membership shall elect officers consisting of a President, Vice-President/President-Elect, Secretary, Treasurer, and one (1) Member-at-Large by ballot prior to the Spring Meeting.

Section 2. Term of Office

- (a) The President and Vice-President/President-Elect shall serve a term of one year. None of these officers shall be eligible for re-election to a consecutive term.
- (b) The Secretary, Treasurer and Member-at-Large shall serve a term of two years to be elected alternately.
- (c) In the event that the President is unable to serve his/her term to completion, the Vice-President shall assume the duties of president for the remainder of the term.
- (d) Vacancies other than President shall be filled with a special election by the membership to be called by the President.
- (e) If an elected board member fails to attend three successive scheduled meetings, that person will automatically have vacated his/her office, and the position will be filled in accordance with the provisions of paragraphs (c) and (d) of this section.
- (f) The term of office will begin on the first day following the Spring membership meeting.

Section 3. Duties

The President

- (a) Shall preside at meetings of MUG;
- (b) Shall sign all necessary documents required by the laws of Michigan and United States;
- (c) Shall call special meetings of the membership as necessary; and
- (d) Shall represent MUG to SirsiDynix, Inc. and to COSUGI.

Vice-President

- (a) Shall perform the duties of the President in his/her absence.
- (b) Shall plan the program for the MUG membership meetings; and
- (c) Shall assume Presidency at the end of the incumbent's term.

Secretary

- (a) Shall take minutes of all membership meetings;
- (b) Shall submit minutes and resolutions to the President for signature and approval;
- (c) Shall send copies of minutes and resolutions to the membership, COSUGI president, and to SirsiDynix, Inc.;
- (d) Shall conduct all official correspondence for MUG; and
- (e) Shall send out notices of MUG meetings to the membership.

Treasurer

- (a) Shall bill the membership for annual dues and any fees which may be levied;
- (b) Shall pay all accounts due when properly documented and submitted for payment;
- (c) Shall report on MUG finances at all general membership meetings;

Member-at-Large

- (a) Shall serve as chair of the nominating committee for officer vacancies; and
- (b) Shall perform such duties as assigned by the President.

Section 4. Compensation

The officers serve without monetary compensation.

ARTICLE V. MEETINGS

Section 1. Open Meetings

All Membership meetings shall be open to all staff of libraries or organizations which are MUG members in good standing. Membership meetings are also open to potential SirsiDynix, Inc. clients and invited guests.

Section 2.           Membership Meetings

There shall be two (2) general membership meetings of MUG per year, one Spring meeting, which shall be the annual meeting, and one Fall meeting.

Section 3.           Called Membership Meetings

Special membership meetings may be called by the President or upon the request of one-third of the membership.

Section 4.           Announcement of Meetings

- (a) Meetings, whether regular or called, shall be announced by general memorandum sent by the Secretary to all Michigan SirsiDynix, Inc. customers.
- (b) The proposed agenda and supportive documents on which decisions and votes will be called will be distributed no less than two weeks in advance of the meeting by the Secretary
- (c) Official minutes of each meeting will be distributed to all members by the Secretary no more than four (4) weeks after the meeting occurs.

Section 5.           Quorum and Vote

- (a) The members present shall constitute a quorum at any meeting. The actions of a majority of the membership at a meeting where a quorum is present shall constitute binding decisions.
- (b) Each member institution shall appoint one official MUG representative to be their voting member in any election required by the bylaws.
- (c) Election of Officers shall be by plurality and accomplished by means set forth in ARTICLE IV, Section 1 of these bylaws. In order to be a binding election, ballots must be received from a simple majority of the voting membership.
- (d) Votes may be taken at the discretion of the President for purpose of informing SirsiDynix, Inc. and/or COSUGI as to the opinion of those present at the meeting. Such voting shall have no binding effect but shall be recorded for information purposes.

Section 6.           Conduct of Meetings

The rules contained in Robert's rules of Order Revised shall govern membership meetings, except where inconsistent with these bylaws or with special rules of order of MUG.

## ARTICLE VI. FISCAL YEAR

The fiscal year of MUG shall be from 1 January to 31 December.

## ARTICLE VII. AMENDMENTS TO THE BYLAWS

These bylaws may be amended by a vote of the membership after due notice of proposed changes has been given. Due notice is defined as thirty (30) days in advance of by-laws vote. In order to be a binding change to the by-laws votes must be received from a simple majority of the membership.

## ARTICLE VIII. DISSOLUTION

In the event of the dissolution of MUG any monies remaining will be divided equally among members in good standing at the time of dissolution.

Revised - June 22, 2011